Post-Disaster Economic Impact/Long Term Recovery Needs Assessment Tool

Project Overview

The intent of this project is to develop a field-based assessment tool that can be used to analyze the socio-economic impacts of a disaster on a region, state, county, or community to determine the level of supplemental long-term recovery assistance which may be need for full recovery.

Since the extent of damage differs for each disaster, and each region, state, county and community has varying degrees of resources (e.g., full-time employees, funding, etc.) and capabilities available, an assessment tool, along with a sliding scale of recovery services, would be highly beneficial. It is anticipated that in most disasters, very little supplemental support will be required, while in less frequent cases, extra help will be required depending on the extent of the damage and the community's ability to recover independently.

The project's outcome should match FEMA's concept of operations for long-term recovery planning and include criteria for assessing the need, community evaluation protocols, standard planning templates, staffing strategies and timetables for various levels of effort, targeted outcomes, and a draft methodology for evaluating success.

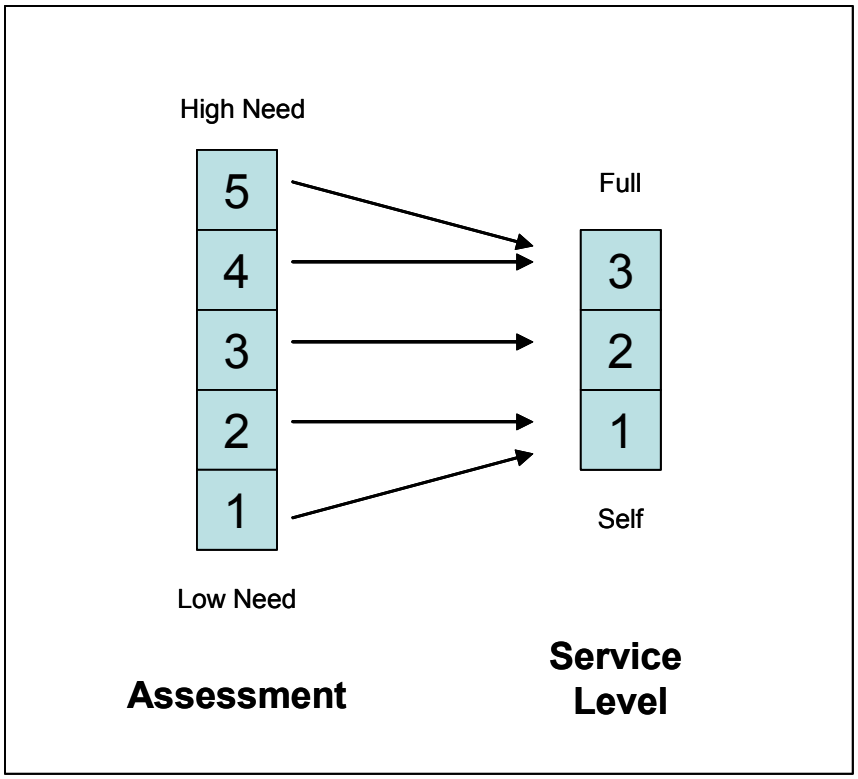
Project Objective

1. **Needs Assessment / Disaster Impact Index:** Develop a disaster impact index that allows FEMA to assess a disaster's overall impact on the state, county, and community and assess the state, county, and community's long-term ability to recover from a disaster. The assessment must:

    - Be performed within a two week period after a disaster,
    - Rely on both qualitative and quantitative data but not be formulaic,
    - Provide a level of accuracy sufficient for making funding decisions,
    - Include a decision-matrix as a basis for recommendations,
    - Not burden the state, county, or local government with substantial data requirements
    - Involve multiple federal agency stakeholders

2. **Service Level:** Develop a categorized list of services that FEMA and other federal agencies could offer state, county, and local governments

based on how they fare in the needs assessment. This list of services may not have a direct correlation to the assessment results but rather cut across different levels of needs, leaving sufficient flexibility for exercising management discretion. For instance the assessment tool may rate communities on a 1-5 scale, whereas the services may be categorized into three service levels (See illustration).



3. **Implementation Strategy:** Develop a plan for coordinating and executing the needs assessment.

Phase I: Key Activities (Due September 5, 2004)

1. Define Conceptual Framework for Needs Assessment Model & Index*:* What are key dimensions to the needs assessment? How can it be quantifiable yet not formulaic?

    a. Define the metrics to be used to decide what level of long-term recovery needs the community has.
    b. Define the evaluation criteria that each metric must meet to indicate a need for long-term recovery.
    c. Schedule meeting with the member agencies of ESF-14 to determine what information is already available and where that information is located.
    d. Define the parameters of the tool. This explains how the metrics will be evaluated and establishes the grading criteria that will determine the amount of long term recovery a community requires.

2. Collect Data: Facilitate meeting within FEMA and other select agencies that are part of ESF-14. What info is already collected both within FEMA and other select federal and state agencies? What info is easily obtainable? What criteria exist within the different agencies for them to activate Programs? What assessment tools already exist?

    a. Meet with FEMA and other agencies that are part of ESF-14.
    b. Compile a list of information requirements. The information requirements are those items of information that currently reside in existing databases such as a community Emergency Operation Plan.
    c. Determine where the information is located. For instance if the community has completed a hazard analysis it will have information on demographics, facilities and services.
    d. Review current assessment tools. Determine which tools exist and determine if they can be applied to the needs assessment tool.

3. Synthesize findings and Refine Needs Assessment Model/Index. Establish correlation between findings after a disaster and needs of entity.

    a. Use historical evidence to determine the types of needs that will exist following a disaster.
    b. Use historical evidence to determine the level of need following different types of disasters.

4. Identify Services available to address varying levels of need

   a. Interview various service providers to determine what type of services, financial assistance, etc. that are available.
   b. Correlate the needs with the services available

5. Establish high-level procedures for coordinating and executing the needs assessment

   a. Identify procedures for implementing an assessment using the tool.
   b. Complete the model.
   c. Develop a sliding scale of services that can be applied to a given community based on the level of need determined from the tool.

6. Present to select ESF-14

Phase II: Key Activities (Due Date: TBD)

1. Present prototype to all ESF-14 agencies and select local communities for feedback.

2. Develop materials (e.g., planning templates, staffing strategies, etc.) to support the different levels of the service

3. Test Assessment Prototype in the field following Hurricane Charley

4. Refine prototype based on field experience

5. Submit refined prototype to all ESF-14 agencies for feedback

6. Develop implementation plan

Factors to Consider for Needs Model

1. Extent of damage: amount of public infrastructure damaged/destroyed; number of homes damaged/destroyed and residents displaced; level of insurance coverage; businesses affected, closed, displaced; etc., to be coordinated with standard PDAs.

2. Socio-economic impacts on overall vitality: short-term impacts vs. structural change to the economy.

3. Capacity to recover: extent of the affected area to recover in a reasonable timeframe; staffing capabilities, funding resources, market conditions, etc.

4. Relative and Absolute level of impact

Project Deliverables

By September 5, 2004 have a prototype of the needs assessment model, a list of the corresponding services available, and a memo outlining the high-level steps to implement the needs assessment. The needs assessment model and list of corresponding services may take the form of a checklist or decision matrix.

After September 1, 2004 the team will complete the actions outlined in Phase II: Key Activities above.

Team Members

FEMA Brad Gair
Walter Melnick
Kwong Hui

TAC Jonathan Hoyes
Steve Hagerty
Mike Kidd
Kevin Porter
Anthony Trasati
Liam O'Keefe
Jasmin Rubak
Mick Landaiche
Nancy Bird
Glenn Garcelon
Peter Potemkin
Keith Turi
Chris Lopez
Ken Hutchison

Other team members as needs are identified

Attachments:

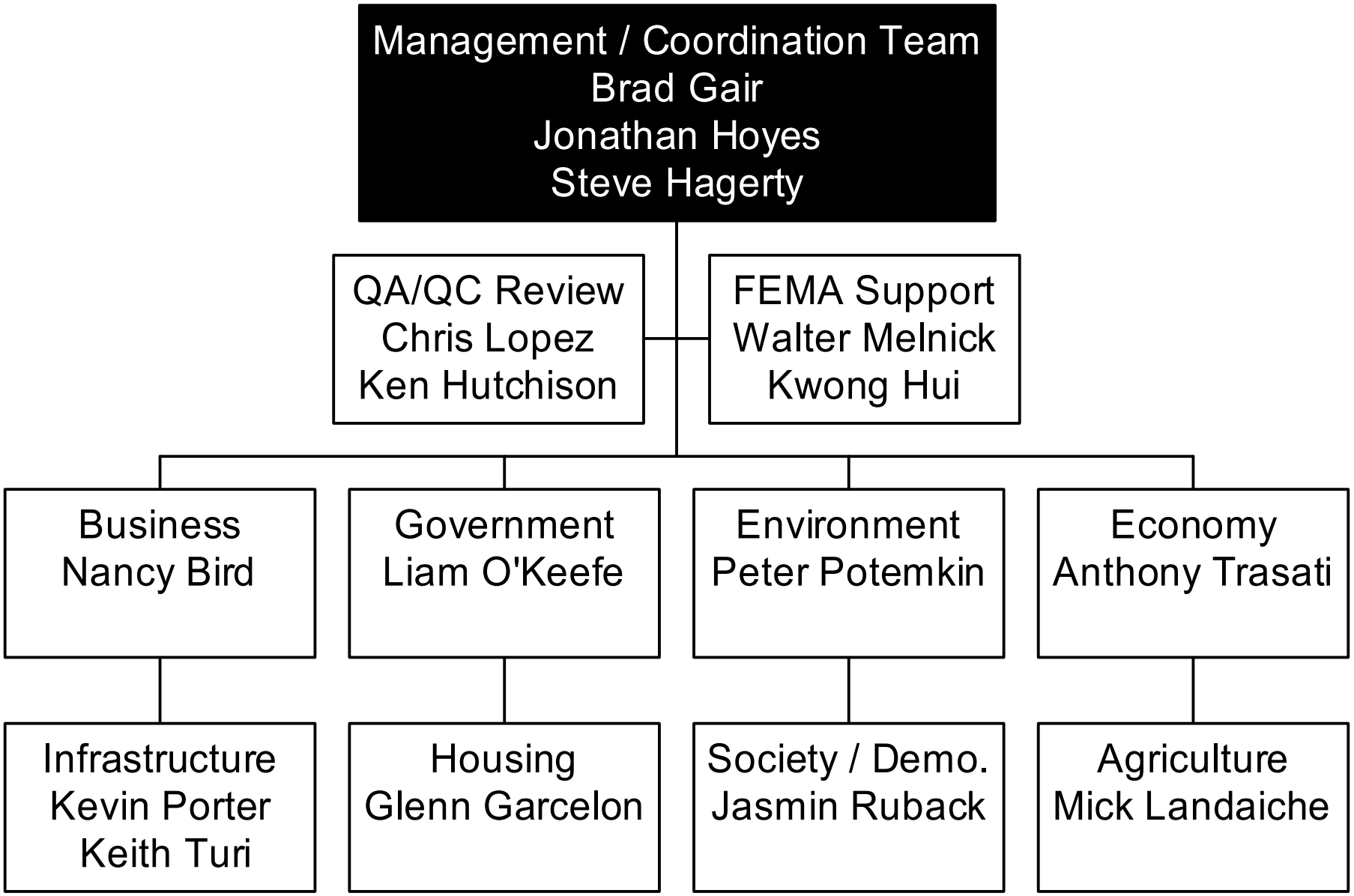
- List of considerations for each team member
- Needs Assessment Tool Project Org. Chart
- Needs Assessment Tool Concept
- Schedule
- Resource Availability Chart

Considerations for each team member:

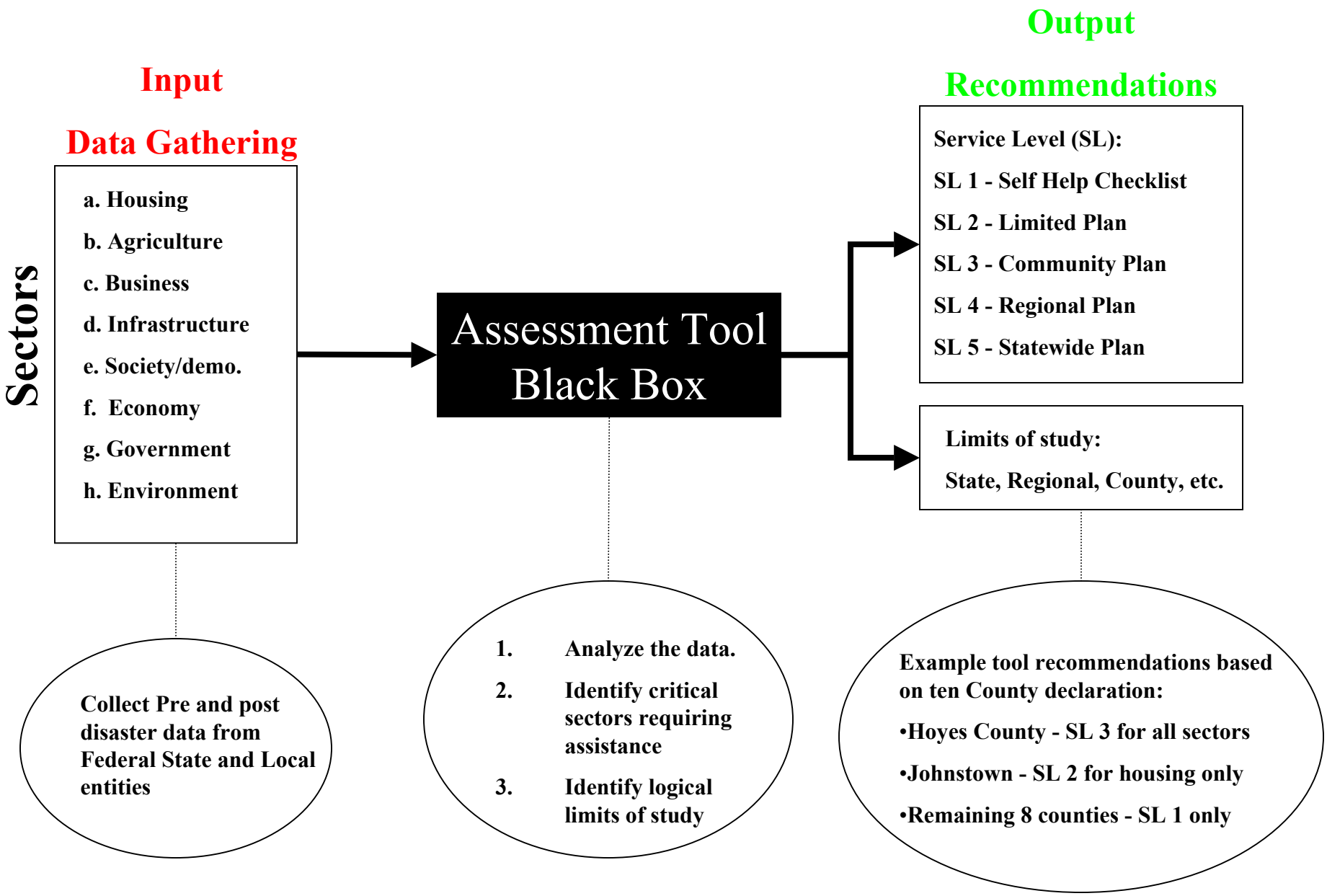
- What are subcategories within your functional area or sector?
- What agencies do you intend to contact (fed, state, local)?
- Who are your key contacts?
- What data are you looking for in each subcategory?
- Where is the data available and in what format?
- How will the data be collected in a post-disaster environment?
- Rank data in to critical, non-critical and nice to have
- What is the benchmark - be thinking what form the answers will take?
- What is the impact of the answer on the assessment tool?
- What is the impact of an incomplete dataset?
- Are you coordinating with other team members – particularly those with potentially overlapping data?
- What are your next steps?

We will send out a template / table for team members to enter the data point, format, location, units, etc. as soon as possible.

Needs Assessment Tool Project Org. Chart



Needs Assessment Tool Concept



Work Plan Needs Assessment Tool

Key Activities	16-Aug-04	17-Aug-04	18 Aug 0	19-Aug-04	20-Aug-04	21-Aug-04	22-Aug-04	23-Aug-04	24-Aug-04	25-Aug-04	26-Aug-04	27-Aug-04	28-Aug-04	29-Aug-04	30-Aug-04	31-Aug-04	01-Sep-04	02-Sep-04	03-Sep-04	04-Sep-04	05-Sep-04
Phase I Tool Development																					
Define Conceptual Framework for Needs Assessment Todel & Index																					
2. Define Evaluation Criteria																					
3. Schedule meetings with ESF-14 members and FEMA																					
4. Desktop Evaluation of existing information																					
4. Define parameters of tool																					
Collect Data																					
1. Meet with FEMA and other select agencies that are part of ESF-14																					
2. Compile list of information requirements																					
3. Determine the source that will provide the information																					
4. Review current assessment tools																					
5. Define Metrics for Tool																					
Refine Needs Assessment Tool																					
1. Establish list of possible needs following a disaster (Based on Historic evidence)																					
2. Correlate needs with type of disaster																					
3. Schedule appointments with possible service providers																					
Identify Services to address varying levels of need																					
1. Interview possible service providers																					
2. Compile list of service providers																					
3. Compile list of services mapped to the corresponding need																					
4. Determine Different Levels of Service																					
Establish procedures for coordinating and executing the needs assessment																					
1. Identify procedures																					
2. Complete tool																					
3. Complete sliding scale of available services																					
Present to ESF-14																					
Implement Phase I																					

Resource Availability

	Day / Date																					
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Resource	8/15	8/16	8/17	8/18	8/19	8/20	8/21	8/22	8/23	8/24	8/25	8/26	8/27	8/28	8/29	8/30	8/31	9/1	9/2	9/3	9/4	9/5
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